

National Disaster Management Authority
Government of India

TERMS OF REFERENCE

Position – Short Term Lead Consultant (Guidelines: Aviation Resources in Disaster Management)

1.	Name of the Division	Ops Division
2.	Purpose of the Job	Short term engagement of Lead Consultant for preparation of Guidelines on use of Aviation Resources in Disaster Management
3.	Number of Positions	One (01)
4.	General Overview	Background NDMA has formulated National Disaster Management Policy, National Disaster Management Plan, National Guidelines, SOPs and reports for various disasters in the past and these are available on NDMA website. Need For streamlining the procedure of requisitioning and utilizing the Aviation Resources in Disaster Management like Fixed-Wing, Helicopters etc, it is required to formulate Guidelines on use of Aviation Resources in Disaster Management.
5.	Scope of Work	Pan India
6.	Duration of Assignment	03 Months 27 days
7.	Deliverables and timelines	Preparation of Guidelines on use of Aviation Resources in Disaster Management: Outline : Within 30 days First draft : Within 40 days Peer Review : Within 50 days Final Draft : Within 58 days
8.	Academic Qualification	Essential <ul style="list-style-type: none">• Candidate should possess a Master's Degree or equivalent in Disaster Management/ related field.

		<p style="text-align: center;">OR</p> <ul style="list-style-type: none"> Retired Government employee experience in handling disaster situation would be preferred. <p>Desirable</p> <ul style="list-style-type: none"> M.Phil or Ph.D in Disaster Management or related field.
9.	Work Experience	<p>Essential</p> <ul style="list-style-type: none"> Minimum 10 years of work experience with a Govt organization related to handling disaster situations. <p style="text-align: center;">Or</p> <ul style="list-style-type: none"> A retired government employee with Grade Pay of Rs. 10,000 (pre-revised)/ Level – 14 (7th CPC) with experience in handling disaster situation. <p>Desirable</p> <ul style="list-style-type: none"> The applicant should have worked with a Government Agency, leading regional/ international organization or a public section agency dealing with Disaster Management.
10.	Upper Age Limit	65 years
11.	Remuneration Band	<ul style="list-style-type: none"> Rs. 2,00,000 – 2,50,000 per month. For Retired Government Officials – Last Pay Drawn Less Pension as per the provisions contained in para 6 of MoF, DoE OM No 3-25/2020-E.III.A dated 09.12.2020
12.	Reporting Mechanism	Member NDMA

National Disaster Management Authority
Government of India

TERMS OF REFERENCE

Position – Short Term Sr Consultant (Guidelines: Civil-Military Liaison for Disaster Management)

1.	Name of the Division	Ops Division
2.	Purpose of the Job	Short term engagement of Sr Consultant to prepare Guidelines on Civil-Military Liaison for Disaster Management
3.	Number of Positions	One (01)
4.	General Overview	Background NDMA has formulated National Disaster Management Policy, National Disaster Management Plan, National Guidelines, SOPs and reports for various disasters in the past and these are available on NDMA website. Need For enabling smooth Civil-Military Coordination in all phases of Disaster Management, it is required to formulate Guidelines for Civil-Military Liaison in Disaster Management.
5.	Scope of Work	Pan India
6.	Duration of Assignment	03 Months 27 days
7.	Deliverables and timelines	Preparation of Guidelines on Civil-Military Liaison for Disaster Management: Outline : Within 30 days First draft : Within 40 days Peer Review : Within 50 days Final Draft : Within 58 days
8.	Academic Qualification	Essential <ul style="list-style-type: none">• Candidate should possess a Master's Degree or equivalent in Disaster Management/ related field.

		<p style="text-align: center;">OR</p> <ul style="list-style-type: none"> Retired Government employee experience in handling disaster situation would be preferred. <p>Desirable</p> <ul style="list-style-type: none"> M.Phil or Ph.D in Disaster Management or related field.
9.	Work Experience	<p>Essential</p> <ul style="list-style-type: none"> Minimum 05 years of work experience with a Govt organization related to handling disaster situations. <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> A retired government employee with Grade Pay of Rs. 8,700 (pre-revised)/ Level – 13 (7th CPC) with experience in handling disaster situation. <p>Desirable</p> <ul style="list-style-type: none"> The applicant should have worked with a Government Agency, leading regional/ international organization or a public section agency dealing with Disaster Management.
10.	Upper Age Limit	65 years
11.	Remuneration Band	<ul style="list-style-type: none"> Rs. 1,25,000 – 1,75,000 per month. For Retired Government Officials – Last Pay Drawn Less Pension as per the provisions contained in para 6 of MoF, DoE OM No 3-25/2020-E.III.A dated 09.12.2020
12.	Reporting Mechanism	Member NDMA